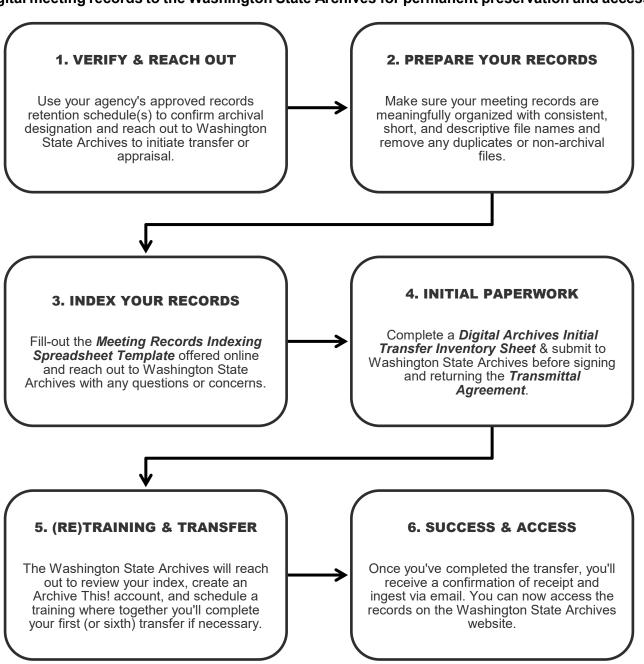
Records Management Advice



Issued: January 2022

Transferring Archival Records: Overview of Transfer Process for Digital Meeting Records

Purpose: Provide guidance to state agencies and local government entities on how to transfer digital meeting records to the Washington State Archives for permanent preservation and access.



Additional advice regarding the management of public records is available from Washington State Archives:

www.sos.wa.gov/archives recordsmanagement@sos.wa.gov